

MINUTES OF THE REGULAR MEETING OF THE
BOARD OF EMERY COUNTY COMMISSIONERS
HELD IN THE EMERY COUNTY COURTHOUSE

APRIL 21, 2015

Present at the meeting was Board Chairman Ethan Migliori, Commissioner Keith Brady, Attorney Michael Olsen, Deputy Clerk/Auditor Carol Cox, elected officials and citizens.

Commissioner Paul Cowley was absent from the meeting. Commissioner Ethan Migliori stepped down throughout the meeting to execute motions as needed.

CONSENT AGENDA

(1)

APPROVAL OF CHECK EDIT LIST, REQUISITIONS, AND DISPOSITIONS.

The Warrant Check Edit List # 235608 through and including # 235745 were presented for payment.

Requisitions were presented for the following:

<u>REQUISITION</u>	<u>DESCRIPTION</u>	<u>AMOUNT</u>
22-15	Asus Tablet Sheriff/Communications	\$ 682.88

The following dispositions were presented for approval:

144-7332 copier, 136-6113 plotter, 143-7117 battery back-up, 143-7116 battery back-up, 413-7118 battery back-up, 143-5133 copier, 143-9046 copier, 580-8524 vacuum.

(2)

NOTIFICATION THAT TWO OF THE FOUR WEED & MOSQUITO SEASONAL EMPLOYEES SELECTED FOR THIS SEASON ARE ERIK NIELSEN BEGINNING MAY 26TH AND JADEN OLSEN BEGINNING MAY 11TH.

(3)

APPROVE KYLEE JONES TO BE VOLUNTEER AT THE MUSEUM OF THE SAN RAFAEL.

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(4)

APPROVAL TO START THE RECRUITMENT PROCESS FOR A SEASONAL MUSEUM CLERK.

(5)

APPROVAL TO START THE RECRUITMENT PROCESS FOR TWO (2) SEASONAL OFFICE SPECIALISTS FOR IT/RECORDER'S OFFICE.

(6)

APPROVAL TO START THE RECRUITMENT PROCESS FOR A JUSTICE COURT CLERK/DMV TECHNICIAN IN GREEN RIVER. THIS WILL BE A REGULAR PART TIME POSITION WORKING 29 HOURS PER WEEK WITH PRORATED BENEFITS.

(7)

APPROVAL TO START THE RECRUITMENT PROCESS FOR TWO (2) SEASONAL LIFEGUARDS.

(8)

APPROVAL OF 3% WAGE INCREASE FOR EGAN SMITH AFTER SUCCESSFUL COMPLETION OF HIS 6 MONTH ORIENTATION PERIOD.

(9)

APPROVAL TO INCREASE TIM LACOCK'S HOURS, LIBRARY MAINTENANCE WORKER, TO 19 3/4 HOURS PER WEEK TO INCLUDE EXTRA DUTIES AT THE MUSEUM OF THE SAN RAFAEL AND PIONEER MUSEUM.

(10)

APPROVAL TO ADVERTISE , TEST, AND CREATE A ROSTER FOR A CIVILIAN DISPATCHER AND JAILER AT THE SHERIFF'S OFFICE THAT WOULD BE GOOD FOR ONE YEAR.

(11)

APPROVAL OF COMMISSION MEETING MINUTES DATED APRIL 7, 2015.

Commissioner Keith Brady made a motion to approve the Consent Agenda. The motion was seconded by Commissioner Ethan Migliori. The motion passed.

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DISCUSSION AGENDA

(1)

ITEMS PULLED FROM THE CONSENT AGENDA

Nothing was pulled for discussion.

(2)

PRESENTATION OF EMPLOYEE OF THE MONTH.

Commissioner Ethan Migliori presented Employee of the Month to Janalee Luke. Janalee was hired September 19, 2003, a part time Deputy Clerk/Auditor. Janalee applied for the position as a Correction Secretary and was awarded this full time position June 6, 2007. In the past 8 years as a Correction Secretary Jan has willingly taken on whatever tasks and/or duties have been assigned to her. She goes above and beyond in all requests that are given her. In addition to her Correction Secretary duties she maintains the sex offender registry. With the recent Seely Fire and subsequent flooding Jan assumed the big role as Assistant Emergency Manager. During the Seely Fire she assisted the Type II Management Team for Emery County as a Public Information Officer (PIO). She excelled in this capacity. Her reports as always very thorough and accurate. Her grant writing skills are incredible and she has been able to secure hundreds of thousands of dollars for the county. Even those who are teaching the Grant Writing class have commented on her impeccable ability. Jan is a very good employee and can work with anyone. Jan enjoys running and competing in half marathons in her spare time.

Janalee was presented with a plaque and Emery County Business Chamber Bucks.

(3)

OPEN REQUESTS (RFP) ON AQUATIC CENTER PARKING LOT PROJECT.
CONSIDERATION AND APPROVAL TO AUTHORIZE THE CHAIRMAN TO SIGN THE
REQUIRED PAPERWORK AND ENTER INTO A CONTRACT AFTER
COMPARISON/SCORING OF RFP'S.

Proposals were opened from three companies providing an RFP on the Aquatic Center Parking Lot Project.

- 1) Top Job Asphalt \$12,297.00
- 2) Bonneville Asphalt & Repair LLC \$12,686.80
- 3) Superior Striping Inc. \$19,486.77

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Commissioner Keith Brady made a motion to authorize the Chairman to work with the County Attorney to determine the qualified lowest proposal and prepare a contract for signature. The motion was seconded by Commissioner Ethan Migliori. The motion passed.

(4)

JARED ANDERSON, EMERY COUNTY BUSINESS CHAMBER, REQUEST FOR DONATION.

Jared Anderson, President of the Emery County Business Chamber came before the Board of Commissioners to request a donation to the Chamber and be considered in the budgeting process for 2016. He requested a \$500.00 donation that will assist the chamber in their ongoing operations and efforts to promote business and economic growth in Emery County. He added that the Chamber provides Lunch & Learn seminars on a regular basis that encourages and fosters businesses in the county. Commissioner Migliori praised the Business Chamber for their efforts to increase business and economic growth in Emery County. He indicated that he agreed that the Chamber's request needs to be included in the budgeting process. He added that the Commission's normal donation is \$250.00. Commissioner Ethan Migliori made a motion to donate \$250.00 to the Emery County Business Chamber and invite them to participate in the budget process for 2016. The motion was seconded by Commissioner Keith Brady. The motion passed.

(5)

APPROVAL TO ADVERTISE FOR REQUEST FOR PROPOSALS (RFP) FOR LAWN CARE SERVICES FOR THE MUSEUM OF THE SAN RAFAEL, COURTHOUSE, CASTLE DALE SENIOR CITIZEN CENTER AND AQUATIC CENTER.

Commissioner Ethan Migliori made a motion to approve advertising for proposals (RFP) for lawn care services for the Museum of the San Rafael Courthouse, Castle Dale Sr. Citizen Center and Aquatic Center. The motion was seconded by Commissioner Keith Brady. The motion passed.

(6)

REQUEST APPROVAL TO ADVERTISE FOR A MID-TERM VACANCY ON THE BOARD OF DIRECTORS FOR THE MUSEUM OF THE SAN RAFAEL.

Nancy Espanet has stepped down from the Board of Directors for the Museum of the San Rafael so advertising for a replacement was requested by the Museum Board.

Commissioner Keith Brady made a motion to advertise for a mid term vacancy on the Board of Directors for the Museum of the San Rafael. The motion was seconded by Commissioner Ethan Migliori. The motion passed.

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(7)

CONSIDERATION AND APPROVAL OF 2015 BROADCASTING AGREEMENT WITH AT YOUR LEISURE.

Chad Booth, At Your Leisure came before the Board of Commissioners request approval of 2015 Broadcasting Agreement with At Your Leisure. AYL is a 30 minute feature segment that airs on ABC 4 on Saturday at 10:30 pm plus other channels throughout the broadcasting system. The broadcast is destination oriented stories. The destinations are chosen by the Travel Bureau. The agreement has been reviewed and is recommended by the Travel Bureau. Attorney Michael Olsen asked a few questions regarding the agreement and just what is provided. The agreement provides for 5 feature stories at a cost of \$12,000.00 for a total of 25 minutes air time. Mr. Booth suggested considering 30 second spot advertisements sponsored by local businesses that are associated with the destinations being broadcast. The spot advertisements would be paid by the sponsoring business. Commissioner Keith Brady made a motion to accept a Broadcasting Agreement with AYL. The motion was seconded by Commissioner Ethan Migliori. The motion passed.

(8)

RATIFY APPROVAL AND POSSIBLE AMENDMENTS TO THE EMERY COUNTY LIBRARY CARD POLICY.

Commissioner Ethan Migliori made a motion to ratify approval of the Emery County Library Card Policy. The motion was seconded by Commissioner Keith Brady. The motion passed.

(9)

CONSIDERATION AND APPROVAL OF EMERY COUNTY LIBRARY COMPUTER USE POLICY.

Commissioner Keith Brady made a motion to approve of Emery County Library Computer Use Policy. The motion was seconded by Commissioner Ethan Migliori. The motion passed.

(10)

CONSIDERATION AND APPROVAL OF EMERY COUNTY LIBRARY RESOLUTION 2015-1 AMENDING THE COLLECTION MANAGEMENT/DEVELOPMENT POLICY FOR GIFT AND DONATED MATERIALS.

Commissioner Ethan Migliori made a motion to approve of Resolution 2015-1 amending the Collection Management/Development Policy for Gift and Donated Materials. The motion was seconded by Commissioner Keith Brady. The motion passed.

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(11)

COMMISSION/ELECTED OFFICIALS REPORT.

Commissioner Brady

Commissioner Brady reported on the various ribbon cutting events in the county in the last two weeks. There have been five new businesses venture out and open up for business. There will be another on Friday in Green River. Grand County Credit Union will have their official ribbon cutting. He reported on attending a diversion dam meeting in Green River.

Commissioner Migliori

Commissioner Migliori reported on Emery County Fair activity. The next fair meeting will be 28th of April. The Museum of the San Rafael will host tours on the Buckhorn on May 2nd. May 9th is Family Day at the Museum of the San Rafael. The Emery County Library is hosting a computer literacy class at the Castle Dale Library. Contact Roxanne Jensen at the Castle Dale Library. The outdoor pool will officially open to the public on Memorial Weekend.

Wayde Nielsen, Road Supervisor discussed a situation with a damaged bridge in Huntington. He is seeking approval to move the project quickly to get the repairs done on the bridge. The Road Department has funds allocated to make those repairs. The road where the bridge is located is closed at this time. He asked for permission to bypass the advertising phase of the project which is two weeks and call the contractors that they normally work with and get proposals quickly so they can move forward and take preventative action to correct the damage to the bridge. The Commissioners gave permission to proceed with the project and ratify the decision to approve the emergency procurement in the next Commission Meeting.

(12)

ADJOURNMENT

The meeting was adjourned.

ATTEST:_____ COMMISSIONER:_____